



**Cardiff City Supporters' Trust Board Meeting
Tuesday July 3rd 2012 at 6.30pm. Venue - Deri Inn**

Present:

Tim Hartley (TH - Chair), Brian Mertens (BM), Geraint Jones (GeJ), Keith Morgan (KM), Nigel Turner (NT), Phillip Nifield (PN), John Isaacson (JI - Notes)

Apologies: David Craig (DC), Jonathan Day (JD),

1. Approval of Minutes

Minutes of the Board meeting of June 6th were approved as a true record.

2. Action Points

APs from the previous meeting were reviewed and discharged, except where included/updated below. New actions arising are also included here.

- 2.1 **KM/BM** to reconcile the bonus/reserve accounts.
- 2.2 **KM** to produce a Trust budget for 2012.
- 2.3 **GeJ** to invite Alex Bird to give a 10-minute talk on the Co-operative movement at a future Board meeting.
- 2.4 **BM** to check with Post Office why we have been subject to surcharges.
- 2.5 **KM** to send the finalised finance report to GeJ.
- 2.6 **GeJ** to provide context to TH for community interest section of FSA return.
- 2.7 **TH** to write the community interest statement for the FSA return.
- 2.8 **PN** to advertise the Merthyr Town FC golf day to members.
- 2.9 **JI** to send NT info for subscribing to Supporters Direct's emails.
- 2.10 **JI** to draft a reply to Pedal Power in support of its grant application.
- 2.11 **JI** to check that the revamped membership leaflet will be available as an insert for the FK programme.
- 2.12 **PN** to ask the council if they would pay for the FK unveiling hospitality.
- 2.13 **TH** to write a Welsh foreword for the FK programme (about 300 words).
- 2.14 **JI** to suggest including a tick box on the membership leaflet for members re-joining.
- 2.15 **JI** to arrange a meeting for TH with Sally Fowler, to help with community engagement.
- 2.16 **All** to consider suitable candidates for co-option to the board.
- 2.17 **TH/JD** to investigate holding a members' meeting in Maesteg.

3. Matters Arising

- 3.1 PN, KM and GeJ had a very positive meeting with the four Assembly Members for Cardiff on June 27th, which had been called by the AMs. The AMs are seeking a meeting with the club to discuss current issues.
- 3.2 GeJ outlined what remained for completion of the Financial Services Authority return. JI has requested the membership figures from Paul Evans. The target for the outstanding information is the end of this week.
- 3.3 KM has contacted Fitzalan school about the memorial garden.

3.4 Dyfed Thomas of Canton won the signed shirt after a random draw of members.

3.5 The Trust had received some enquiries regarding season ticket refunds. The Trust cannot take sides on this issue, but is putting members in touch with Julian Jenkins and will support requests for refunds.

3.6 TH will meet Alan Whiteley in the morning for a 'clear the air' session.

3.7 TH has emailed TG three times, requesting him to meet with Trust members, but has not yet had a reply.

3.8 KM has requested a meeting with Doug Lee, the club's Finance Officer.

3.9 The two 1st class return tickets to London (donated by Mark Drakeford Cardiff AM and Kevin Brennan Cardiff MP) have been auctioned in aid of the Keenor fund, with a winning bid of £320.

4. Review Board Agreements

Jl explained that this document has been produced as a summary of all standing decisions made at board meetings. It will be kept up to date and can be used for reference at future meetings.

5. Approval of Planning Session notes

Notes of the Planning Session of June 24th were approved as a true record.

6. Correspondence

6.1 Jl had sent a soft copy of the membership leaflet to Plymouth Argyle Trust, as a result of a request from them, as they are looking to produce something similar.

6.2 TH has been contacted by Supporters Direct about a proposed network for supporters' trusts from championship clubs.

6.3 TH has written to the Select Committee for the Department of Culture, Media and Sport about the football authorities' response to the proposals for football reform. TH will follow this up with a note citing the club's re-branding as an example of lack of consultation.

6.4 SD has included a number of items on its news section for Cardiff, including the Fred Keenor success and the club's re-branding.

6.5 TH outlined two proposed amendments to Motion 7 at the SD AGM.

Agreed: TH to oppose Amendment A and to support Amendment B.

6.6 TH is liaising with Chasetown, to arrange a visit to a match here this season.

6.7 Jl had received a request from Pedal Power to support their application to the Welsh Government for a grant to extend their premises, to include a training room.

7. Chair's Update - TH

TH reported on the Trust's presence at Grangetown Festival again this year.

Agreed: Consider other festivals and community events for the Trust to have a presence.

8. Finance Report - KM

8.1 Watts Gregory has approved the final accounts for 2011.

8.2 The income for the 5 months to May 24th 2012 was £4,291, and expenditure £3,798. Bank balances total £21,008.

Agreed: To address the surplus through budget planning for this year.

9. Subgroup Reports

Updates and key points provided to the Board prior to the meeting are below.

9.1 Communications - PN

Addressed elsewhere.

9.2 Fred Keenor – PN for DC

9.2.1 The Statue Appeal target of £85,000 has been reached. The £14,000 required to reach the target was obtained when the club and FAW each donated 50% of that total. Letters of thanks have been sent to both.

9.2.2 The amount received from the I'll Be There sale and royalties was £820. The club donated the unsold CDs to the appeal. Thanks have been sent to the artists, the record company and the club.

9.2.3 The appeal remains open, as there will be costs relating to the plaque and unveiling.

9.2.4 Publicity from the press/photo call at the studio was excellent. Coverage was widespread and in depth.

9.2.5 Discussions are taking place with the foundry where the statue will be cast, with an anticipated date of October 27th for the unveiling.

9.2.6 Roger Andrews is designing the plaque and will report back. Thanks go to Dave Sugarman for providing the wording for the plaque.

9.2.7 A Commemorative Programme is being produced with a copy date of September 1st. PN outlined the contents.

9.2.8 50 guests will be invited to the unveiling, at a cost of £8 per ticket including hospitality, charged to the Trust if needs be.

9.2.9 PN has a press release ready to publicise an additional £5k donation when the time is right.

9.3 Membership - JI

9.3.1 The membership group meeting is being held this evening. JI has asked the group to consider what actions we could take in order to increase membership.

9.3.2 John Sithers had suggested some points for the board to consider: possible fallout from the re-branding issue, the strength of the Trust when seen in relation to match attendance and the "leaking bucket". Paul Evans keeps a spreadsheet of memberships that have been deleted and as of the end of June, there are 512 people on it. Regarding the first point, it was reported that we have gained some new members as a result of the re-branding issue and one member has threatened to resign.

9.3.3 As at the end of June, there were 685 active members (i.e. members who are up to date with their payments). It does not include the 12 whose membership expired in June and are being sent a reminder from John Sithers.

Agreed: Target for membership to be 1,000 by the next AGM.

9.3.4 Secretary's update. Key points from this evening's membership group meeting have been received from Tracey Marsh.

- 🕒 A draft of the new joining leaflet should be ready this weekend for review by the group.

- ⌚ At the next meeting, a sample of those recently non-renewed members will be selected and sent a questionnaire to determine why they haven't renewed. Depending on the feedback, the sample may then be increased.
- ⌚ The next event is proposed for February 2013 because we can then try to (a) renew members (as this is the highest drop out month) and (b) sign new members up. The board needs to be actively involved in any such event.

10. Review AGM & approve minutes

Minutes of the AGM were approved as a true record.

Agreed: To combine the AGM with an event, in order to attract more members to the AGM. Start planning in October.

11. Review Board Election process

There was no election needed this year, as there were not more candidates than vacancies on the board.

Agreed: To set up an election committee and to attract more candidates.

12. Agree Standing Items for future agenda

Progress against the agreed priorities will be reviewed on a regular basis. Other time-sensitive items will be included as required.

13. AOB

GeJ reminded the meeting that board minutes need to be signed off by the chair.

14. Dates of future meetings

All meetings to start at 6.30pm. Venue(s) to be advised. Dates to the end of the year are as follows:

- ⌚ Tuesday August 7th
- ⌚ Tuesday September 4th
- ⌚ Wednesday October 3rd
- ⌚ Wednesday November 7th
- ⌚ Tuesday December 4th

Agreed: To hold an open meeting for members before Christmas, preferably outside Cardiff.

End of meeting